

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS COUNTY OF NEWPORT

The Town Council of the Town of Tiverton, County and State aforesaid held a Workshop on Monday, the 6th day of January 2014 at 7:00 p.m. at the Tiverton Town Hall, 343 Highland Road.

MEMBERS PRESENT:

Council President Roderick, Vice-President deMedeiros, Councilor Arruda, Councilor Chabot, Councilor Gerlach and Councilor Lambert. Councilor Pelletier was absent.

Interim Administrator/Town Clerk Nancy Mello was also present.

WORKSHOP AGENDA

1. Call To Order

Council President Roderick opened the Special Meeting with the Pledge of Allegiance to the Flag, then called the meeting to order at approximately 7:00 p.m.

2. Discussion on Fiscal Year 2014/15 Budget and Five Year Capital Plan With Departments

b.Library

President Roderick noted the Library would be taken first. Library Director Ann Grealish-Rust, Chair Barbara Donnelly and Trustee members Lee Hoyer and Jennifer Theroux were also in attendance. Mrs. Donnelly explained the increases came mainly from the new building. Handed out a Budget Narrative as to why the increase. Expect to be in the new building for 6 months of FY, plan is to have an occupancy permit by March, will have some overlap of expenses for the two buildings. Square footage has increased from 2,800 to 33,000, estimated heating and electrical expenses. Significant increase in cleaning costs, suggest a contract service or a part time custodian. Grant in aid remained the same at \$94,109. Councilor Gerlach expected FY 15 to be higher. Ms. Rust explained the Consortium Fee allows users to share library resources, catalogs, etc. The Library employs 12 permanent staff, 7 full time and also on call librarians. Have the same health plan as the Town, cost estimated. President Roderick thanked the Library Trustees for coming back. Mr. Hoyer explained the new building was on schedule so far, dependent on the weather. Meet with the architects, consultants and sub-contractors once a week. Post progress on the website every month.

a.Building/Zoning

Gareth Eames, Code Enforcement handed out the 5 Year Plan includes purchasing a Plotter with the Planning Department. Have requests for copies of plans, cannot let them out, will save a lot of time, make a profit. Would like to replace the carpet (smells), would need DPW to remove the furniture. Currently driving a used 1998, 4 wheel drive vehicle from the Police Department. In 2016/17, for a project long overdue, plan to input all paper permit data to the OPAL system for office efficiency. It is basically scanning the data. Similar project for 2018, change the workstation area in 2019. Councilor Chabot recalled Ms. Michaud put in \$8,000 for the Plotter, Clerk will verify. The labor cost of \$20K to input data estimated on a 20 hour person. Mr. Eames handed out the Code Enforcement budget broken down into Building and Zoning. Added lines for a Part Time Clerical at \$12,063.48 and as an alternative Assistant's Vacation Coverage at \$3,973. Have looked for several years to get a floater, office desperately needs additional help. This year the Wastewater Management part time Clerk has helped out put that in as the alternative line item. Software increase of 7% is from OPAL, have no choice on that. Put in \$4K for a vehicle expenses every year, so far spent \$1,700. For Stenographer services budget \$275 per meeting. Copy services should decrease substantially if the plotter is allowed. Discussion followed on the part time clerical; consensus was to take out the alternative.

d.Treasurer

Taken out of order, Treasurer Saurette explained the first 3 line items were contractual. Have had the same copier for 17 years, tech recommends keeping until it no longer works. Reduced Software Maintenance, may request more next year, plan on budget upgrade. Really good system for the office is capable of producing more. The Employee Handbook is sitting with Paychex waiting for final approval; the maintenance fee is for a website that supports a human resource function. Once finalized can get rid of the maintenance line item. Need to think about getting someone to do the HR function. President Roderick suggested the Clerk poll other towns to see what they do. Treasurer Saurette has seen some of those functions under a finance director; benefits management is ongoing, tracking very important. The use of a consultant was also suggested.

c.Fire Department

IT/A explained the chief salary numbers were actuals, under the department head request column the 2% is included. Chief Lloyd explained the 5 Year Plan, have to constantly repair apparatus, need to stay on a track with this. Should replace one engine every 5 years (20-25 years is the life of a truck). Delays in purchasing affect the cycle. Had to take one off the road, need a ladder truck, is a 25 year piece of equipment. Broke out payments over the years. Had 3,000 calls over 1 year. Need a new Chief's vehicle, current one nearing 190,000 miles, estimated cost to replace, \$35,000. Estimate \$10,000 for radio system repairs. Need to replace air packs, \$4,000 each and cylinders totaling \$25,000. Requesting \$1.3 million for a ladder truck finance for 15 years at \$113,000 per year. There has been a recent debt reduction of about \$125,000 from refinancing TIF bond; going forward could use that for zero impact on budget. Cannot keep putting off. Chief Lloyd also suggested looking at betterment fees or impact fees, charged to developers. As far as borrowing equipment from other towns, availability is not always there, mutual aid is for out of the ordinary, had several fires in town recently, had to call for mutual aid. Town Clerk pointed out impact fees could be restricted. Chief Lloyd noted the tanker truck goes out to mutual aid all the time, last year had 2,797 fire related calls. Has increased every year, longest ladder the department has is a 24' extension ladder. Some engines carry step ladders, the number of buildings and properties in Tiverton is 8,300. The ladder truck is 100 feet straight up and out, has the ability to apply water, reach people, has more flexibility. Will fit in the East Road station, not looking for additional manpower. Relates to the ISO rating, need to maintain a class 4 rating. Cannot speak to what a previous Chief did with a ladder truck, that equipment was donated by the Navy.

Chief Lloyd discussed staffing problems, currently no upward mobility. In the past 9 years 11 people have left for more money. Probationary fire fighters get \$14.90 per hour; a full time clerk gets \$21 per hour. They leave because of pay, retirement, upward mobility. Looking at putting more money into the staff. Need to get more money from third party billing, do not charge residents or the elderly. If this is privatized will not get the \$480,000, a company will be making money out of this. Requested a Deputy Chief, if officers agree, will restructure staff. Have 16 paramedics, 15 cardiac and 2 basic EMT's. Chief Lloyd was looking to have a rank structure, wanted to discuss with the union, looking for an understanding to go in that direction. Councilor Lambert deferred to the Chief for judgment calls, however cited the economic reality, have to expand the tax base, commercial development. Chief Lloyd normally would go the T/A with this type of problem, does understand the economic issues. President Roderick was of the opinion the Chief should speak to the union. Town Clerk noted there would be a pension increase based on salary. Still going to have an overtime issue. Requested \$10,500 for radio maintenance, need to replace on a regular basis. Chief adamant about not going to an 800MHz frequency, have a system and a backup system that works. Need to look at Medical Physicals, is compliance physical, benefits the community, documents issues, very valuable, request \$18K.

e. Town Clerk

Town Clerk Mello explained, most are contractual increases, Clerks work 32.5 hours per week. Reduced recording fees by \$4K, increased Recodify Town Code by \$2K, will continue into another year. Office copier similar to the Treasurer's. The Final budget needs to go the Budget Committee by March 18th, will keep monitoring for Council. Just advertised for Police/Fire Dispatchers, cost approximately \$1,400 for several newspapers. For Town Council reduced Future Needs to \$20K, Contingency account remained at \$20K. Councilor Chabot requested a detailed list from Solicitor Teitz regarding litigation. Under the T/A salary put \$95,000 and a 2% raise for the Clerical Assistant. Level funded the FTR; Board of Canvassers will be meeting, notified Jeff Caron and Nancy Driggs, trying to get some resolutions to make changes to cut down on the costs. Left the Police Pension benefit at \$825K, cannot go any lower. Fire Department pensions increased by \$100K, 5% of total salary. Social security increased because of salaries, contracts drive the pension figures up. On page 16 increased the Streetlight account to \$165K. President Roderick suggested reducing that to \$155K. Town Clerk summarized, consensus was to put in actual salary, on page 19 put \$50,031 for the Senior Center Director's salary. The next meeting on the budget will be Saturday January 11th at 9:00 a.m.

3. ADJOURNMENT:

Councilor deMedeiros motioned to adjourn, seconded by Councilor Arruda passed unanimously.

The Workshop adjourned at 10:30 p.m.

A True Copy.

ATTEST: _____
Nancy L. Mello, Town Clerk